



## KNIGHTDALE TOWN COUNCIL MINUTES

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950 Steeple Square Court, Knightdale, North Carolina 27545

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**January 19, 2011**

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

**PRESENT:** Mayor Russell Killen, Mayor Pro Tem Mike Chalk;  
Councilors Jeff Eddins, Terry Gleason, Tim Poirier and  
James Roberson.

**ABSENT:** No one.

**Staff Members Present:** Clyde Holt, Town Attorney; Seth Lawless, Town Manager;  
Suzanne Yeatts, Town Clerk/HR Director; Fred Boone,  
Town Engineer; Chris Hills, Planning Director; Jeff  
Triezenberg, Senior Planner; James Overton, Finance  
Director; Tracy Pedigo, Public Works Director; Shawn  
Brown, Public Safety Director; Jason Godwin, Assistant  
Police Chief.

Meeting called to order by Mayor Killen at 7:00 p.m.

### WELCOME

Welcome by Mayor Killen.

### INVOCATION

Invocation by Councilor Poirier.

### ITEM I. ADOPTION OF AGENDA

**...Motion by Councilor Eddins to adopt the agenda with the following amendments:**

**ADD:** Oath of Office for Officer Tracy Solomon to Item III. Presentations

MOVE: New Business Item (EBC Village Way Road Improvements Warranty) immediately after Item III. Presentations

**Motion seconded by Councilor Poirier and carried unanimously.**

ITEM II. APPROVAL OF MINUTES

December 6, 2010

December 15, 2010

January 3, 2011

**...Motion by Mayor Pro Tem Chalk to approve the minutes of December 6, 2010, December 15, 2010, and January 3, 2011. Motion seconded by Councilor Gleason and carried unanimously.**

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

A. East Wake Academy

Brandon Smith, Headmaster, briefly spoke about East Wake Academy and recognized several Knightdale students enrolled at the school.

Mayor Killen commented on the very well educated students he has interacted with at East Wake Academy.

B. Mayor's Employee Award

Mayor Killen recognized Jason Godwin, Assistant Police Chief, for the outstanding job he has done in his short time in Knightdale.

C. Years of Service Awards

Mayor Killen presented the following Years of Service awards to Town employees:

2 Years:

Steve Bailey, Public Safety Officer  
Fred Boone, Town Engineer  
Richard Haynes, Public Safety Officer  
Jay Johnson, Grounds Maintenance Supervisor  
Travis Price, Public Safety Officer

5 Years:

Keith Archambault, IT Administrator  
Chuck Capps, Public Safety Officer  
Cheryl Faison, Recreation Program Supervisor

Ron Fullerton, Public Safety Officer  
Ricky Todd, Public Safety Officer

10 Years:

Jay Chalk, Athletic Supervisor  
Tracy Solomon, PSO Detective

D. Oath of Office – Tracy Solomon

Mayor Killen announced the promotion of Tracy Solomon to Sergeant and administered the Oath of Office. Tonya Solomon assisted in the ceremony with the pinning of his badge.

NEW BUSINESS ITEM MOVED UPON ADOPTION OF AGENDA:

EBC Village Way Road Improvements Warranty

Town Engineer Fred Boone explained that improvements are needed for EBC Village Way and recommended that Council accept the Fred Smith Company proposal to renew the surety each year for a three year period in lieu of obtaining a three year warranty bond.

Clyde Holt, Town Attorney, suggested including a memo to Elevation Baptist Church explaining the acceptance of the proposal.

**...Motion by Councilor Eddins to accept the proposal from Fred Smith Company to renew the bond each year for the next two years and to include a brief memo to Elevation Baptist Church explaining the acceptance of the proposal. Motion seconded by Councilor Poirier and carried unanimously.**

Councilor Eddins exited at 7:29 p.m.

ITEM IV. PUBLIC

**Anyone may speak on an issue not included on tonight's agenda. Before speaking, please state your name and address.**

A. Open to the Public

No one at this time.

B. Report on Citizen Inquiries

None at this time.

ITEM V. CONSENT AGENDA

- A. Revision to Parks and Recreation Capital Outlay Item  
**Authorize Parks and Recreation Director to change the scope of the FY 2011 Capital Outlay Projects for the Knightdale Swim Club from a Pool Cover and Salt Generator to Salt Generator and Pump Room Renovations.**
- B. Budget Amendment 2011 07  
**Adopt budget amendment 2011 07.**

**...Motion by Councilor Poirier to adopt the consent agenda. Motion seconded by Councilor Roberson and carried unanimously.**

ITEM VI. ACTIONS REQUIRING PUBLIC HEARINGS

**When speaking during a public hearing, please state your name and address clearly before speaking. Please designate a spokesperson for large groups. If you anticipate speaking tonight, please print your name and address on the form located on the entry table. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney. Everyone must speak from the podium to assure an accurate record of testimony.**

- A. AN-1-11 Gower Property Annexation  
ORD #11-01-19-001

Public hearing opened at 7:29 p.m.

Jeff Triezenberg, Senior Planner, reviewed the voluntary annexation petition from the owner of approximately 1.5 +/- acres south of Old Faison Road between Clifton Road and Quiet Way. Mr. Triezenberg recommended that Council adopt the Ordinance to annex the area described.

Public hearing closed at 7:31 p.m.

**...Motion by Councilor Gleason to adopt Ordinance #11-01-19-001. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.**

- B. AN-2-11 Carillon/Edwards Property Annexation  
ORD #11-01-19-002

Public hearing opened at 7:31 p.m.

Planner Jeff Triezenberg reviewed the voluntary annexation petition from the owner of approximately 0.11 +/- acres adjacent to the western right-of-way of Hodge Road and north of Poole Road. Mr. Triezenberg recommended that Council adopt the Ordinance to the annex the area described.

Public hearing closed at 7:32 p.m.

**...Motion by Mayor Pro Tem Chalk to adopt Ordinance #11-01-19-002. Motion seconded by Councilor Poirier and carried unanimously.**

ITEM VII. SET PUBLIC HEARINGS

None at this time.

ITEM VIII. TOWN ATTORNEY

Nothing at this time.

ITEM IX. OLD BUSINESS

A. Comprehensive Plan Update Adoption  
RES #11-01-19-001

Planner Jeff Triezenberg reviewed the revised Knightdale 2027 Comprehensive Plan and recommended Council adopt a Resolution as the official guidance statement regarding the Town's goals and objectives for future growth.

Mayor Killen thanked staff and all committee members for their hard work on revising the plan.

**...Motion by Councilor Roberson to approve revised Knightdale 2027 Comprehensive Plan including Old Town Plan as amended by adopting Resolution #11-01-19-001. Motion seconded by Councilor Gleason and carried unanimously.**

Councilor Eddins returned at 7:36 p.m.

B. Crossing Closure Agreement- Fayetteville Street

Town Manager Seth Lawless reviewed the agreement between the Town, North Carolina Department of Transportation, Norfolk Southern and Carolina Coastal for permanent closure of the at-grade crossing at Fayetteville Street.



Mr. Lawless noted the improvements that are to be made to Smithfield Road.

Mayor Pro Tem Chalk stated the improvements should be made prior to the crossing being closed.

Mr. Lawless responded that he will request in writing that the noted improvements will be made prior to closing the crossing.

**...Motion by Councilor Poirier to approve the Crossing Closure Agreement for Fayetteville Street. Motion seconded by Councilor Roberson and opposed by Mayor Pro Tem Chalk. Motion carried with a 4 to 1 vote.**

ITEM X. NEW BUSINESS

*Item moved upon adoption of agenda*

ITEM XI. OTHER BUSINESS

ITEM XII. COMMITTEE REPORTS

- A. Planning and Engineering
- B. Finance
- C. Public Safety
- D. Nominating
- E. Liaison Reports

No committee reports.


ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

**...Motion by Councilor Poirier to enter closed session at 7:46 p.m. for the Town Manager's performance review. Motion seconded by Councilor Eddins and carried unanimously.**

ITEM XIV. ADJOURNMENT

**...Motion by Mayor Pro Tem Chalk to adjourn at 8:31 p.m. Motion seconded by Councilor Eddins and carried unanimously.**

  
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Mayor Russell B. Killen

  
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Town Clerk Suzanne M. Yeatts